



**REGULAR MEETING OF THE BOARD OF DIRECTORS
WEDNESDAY, OCTOBER 20, 2021, AT 5:30 P.M.
61750 CHOLLITA ROAD, JOSHUA TREE, CA 92252**

ON MARCH 4, 2020, CALIFORNIA GOVERNOR GAVIN NEWSOM DECLARED A STATE OF EMERGENCY IN CALIFORNIA AS A RESULT OF THE COVID-19 PANDEMIC, FOR WHICH STATE AND SAN BERNARDINO COUNTY PUBLIC HEALTH OFFICIALS HAVE CONTINUED TO RECOMMENDED MEASURES TO PROMOTE SOCIAL DISTANCING. PURSUANT TO GOVERNMENT CODE SECTION 54953, AND CORRESPONDING FINDINGS OF THE BOARD THAT CURRENTLY REMAIN IN EFFECT, **THERE WILL BE NO PUBLIC LOCATION FOR THIS MEETING** AND MEMBERS OF THE BOARD OF DIRECTORS AND PUBLIC MAY ATTEND THIS MEETING BY TELEPHONE OR VIDEO CONFERENCE. THE DISTRICT WILL OFFER ON A FIRST-COME, FIRST-SERVE BASIS FOR UP TO SIX (6) MEMBERS OF THE PUBLIC TO ATTEND ITS MEETING IN PERSON. INTERESTED PERSONS SHALL CONTACT BOARD SECRETARY BEVERLY KRUSHAT AT (760) 974-0072 OR BKRUSHAT@JBWD.COM TO MAKE SUCH RESERVATION IF SPACES ARE AVAILABLE.

This meeting will be streamed on Zoom at:

<https://us02web.zoom.us/j/89835151919?pwd=SGwvcVZKRUsrOUxRdFNPeEVXSXZnUT09>

or you may join by phone at 1-253-215-8782, Meeting ID: 898 3515 1919 Passcode: 276147

1. **CALL TO ORDER -**
2. **PLEDGE OF ALLEGIANCE -**
3. **DETERMINATION OF A QUORUM (ROLLCALL) -**
4. **APPROVAL OF AGENDA -**
5. **STATE OF EMERGENCY FINDINGS – GOVT. CODE § 54953(e)** – The Board shall, by majority vote, determine whether the conditions justifying the adoption of District Resolution No. 21-1035 on October 6, 2021, remain in effect, such that the Board will renew its findings in Resolution No. 21-1035 for an additional 30 days. Such conditions include that (1) the State of Emergency declared by California Governor Newsom on March 4, 2020, relative to the COVID-19 Emergency, remains in effect; and (2) State or Local Health Officials continue to recommend or impose measures to promote social distancing in connection with such Emergency, and/or due to existing rate of community transmission and the small meeting space available to the District for in-person attendance, the provision of a unrestricted physical location for the District’s meetings would present imminent risks to the health and safety of attendees.
6. **PUBLIC COMMENT -** This is the time set aside for public comment on any District-related matter not appearing on the agenda. Government Code prohibits the Board from taking action on these items, but they may be referred to for future consideration. Please state your name and limit your comments to 3 minutes.
7. **CONSENT CALENDAR** – Matters on the Consent Calendar are considered routine in nature and will be enacted in a single motion without discussion. Any Board member or member of the public may request that an item be removed from the Consent Calendar and acted on separately:

Pages 4-16

Pages 17-18

Pages 19-20

Pages 21-23

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- August Check Register (reviewed by the Finance Committee on October 13, 2021)
 - Draft Minutes of October 6, 2021
 - District's Salary Schedule (approved at the October 6, 2021 Board meeting).
8. **CA WATER AND WASTEWATER ARREARAGES PAYMENT PROGRAM – RESOLUTION NO. 21-1037-** Anne Roman, Director of Finance– Recommend that the Board of Directors receive report, ask questions, and adopt Resolution No. 21-1037.
 9. **CALIFORNIA VOTING RIGHTS ACT** – Recommend that the Board of Directors receive a presentation, for information only, on District-based elections and the 2020 census.
 10. **GENERAL MANAGER REPORT** – Mark Ban, General Manager
 11. **DIRECTOR MEETING REPORTS** –
 - Kathleen Radnich, Public Information Consultant
 - Mojave Water Agency TAC Meeting – October 7, 2021 – Vice President Floen
 - Citizens Advisory Council – October 12, 2021 – Chairperson Barbara Delph
 - JBWD Finance Committee – October 13, 2021, at 9:00 a.m.- President Unger & Vice President Floen
 - Mojave Water Agency Board of Directors meeting – October 14, 2021, at 9:30 a.m. – Director Reynolds
 12. **FUTURE DIRECTOR MEETINGS** –
 - Mojave Water Agency Board of Directors meeting – October 28, 2021, at 9:30 a.m. – President Unger
 - JBWD Board of Directors Meeting – November 3, 2021, at 5:30 p.m. – All Directors
 - JBWD Finance Committee – November 10, 2021, at 9:00 a.m. – President Unger & Vice President Floen
 - JBWD Water Resources & Operations Committee – November 10, 2021, at 10:30 a.m. – Director Reynolds & Director Doolittle
 - Morongo Basin Pipeline Commission – November 10, 2021, at 2:00 p.m. – Vice President Floen
 13. **FUTURE AGENDA ITEMS** –
 - Board Member Best Practices Workshop
 14. **CLOSED SESSION** – At this time the Board of Directors will adjourn to Close Session for Pursuant to Government Code Section 54957 (b)(1) Public Performance Evaluation of the General Manager.
RETURN TO OPEN SESSION –
REPORT ON CLOSED SESSION -
 15. **ADJOURNMENT** –

INFORMATION

The public is invited to comment on any item on the agenda during discussion of that item. Members of the public wishing to attend the meeting that require other reasonable modifications or accommodation to facilitate such attendance should contact Beverly Waszak at (760) 366-8438 or bwaszak@jbwd.com as soon as feasible before the meeting to make such request.

Availability of agenda materials: Agenda exhibits and other writings that are disclosable public records distributed to all or a majority of the members of the Joshua Basin Water District Board of Directors in connection with a matter subject to discussion or consideration at an open meeting of the Board are available online at jbwd.com for public inspection, or in the District's office, 61750 Chollita Road, Joshua Tree, CA 92252 ("District Office"). If such writings are distributed to members of the Board less than 72 hours prior to the meeting, they will be available at the reception desk of the District Office and on-line at jbwd.com during business hours at the same time as they are distributed to the Board members.

Disability-related accommodations: The Joshua Basin Water District Board of Directors meeting room is wheelchair accessible. If you require any special disability-related accommodations (e.g., access to an amplified sound system, etc.) please contact Ms. Waszak at the District Office at (760) 366-8438 during business hours at least seventy-two (72) hours prior to the scheduled meeting. This agenda can be obtained in alternative format upon written request to Ms. Waszak in the District Office, at least seventy-two (72) hours prior to the scheduled meeting.



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By Vendor DBA Name

Date Range: 08/01/2021 - 08/31/2021

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: AP-AP Cash						
000495	ACQUITEMPS	08/11/2021	Regular	0.00	4,507.72	63543
58109355	Invoice	08/11/2021	TEMPORARY LABOR	0.00	646.66	
58139116	Invoice	08/11/2021	TEMPORARY LABOR	0.00	1,607.20	
58153210	Invoice	08/11/2021	TEMPORARY LABOR	0.00	646.66	
58181932	Invoice	08/11/2021	TEMPORARY LABOR	0.00	1,607.20	
000495	ACQUITEMPS	08/25/2021	Regular	0.00	4,937.64	63582
58198684	Invoice	08/25/2021	TEMPORARY LABOR	0.00	644.09	
58225968	Invoice	08/25/2021	TEMPORARY LABOR	0.00	657.26	
58226598	Invoice	08/25/2021	TEMPORARY LABOR	0.00	1,607.20	
58271422	Invoice	08/25/2021	TEMPORARY LABOR	0.00	2,029.09	
000501	ACWA/JPIA	08/17/2021	Regular	0.00	12,085.66	63562
JPIA081721	Invoice	08/17/2021	WORKERS COMP APR - JUN 21	0.00	12,085.66	
000501	ACWA/JPIA	08/25/2021	Regular	0.00	25,029.71	63563
0671882	Invoice	08/25/2021	EE HEALTH BENEFIT & EAP SEPT 21	0.00	25,029.71	
000575	AFSCME LOCAL 1902	08/25/2021	Regular	0.00	938.24	63564
AFSCME0721	Invoice	08/25/2021	EE UNION DUES - JUL 21	0.00	469.12	
AFSCME0821	Invoice	08/25/2021	EE UNION DUES - AUG 21	0.00	469.12	
013019	ARBORIST SERVICES	08/25/2021	Regular	0.00	775.00	63575
9079	Invoice	08/25/2021	DEMO GARDEN/BUILD MAINT THRU 8/15/21	0.00	775.00	
001630	AT&T MOBILITY	08/11/2021	Manual	0.00	2,571.85	901786
829480028X0805...	Invoice	08/11/2021	COMMUNICATIONS - JUL 21	0.00	2,571.85	
013863	ATKINSON, ANDELSON, LOYA, RUUD AND ROMO	08/25/2021	Regular	0.00	4,431.74	63565
629798	Invoice	08/25/2021	LABOR LEGAL SERVICES THRU 7/31/21	0.00	1,467.90	
629799	Invoice	08/25/2021	LEGAL SERVICES THRU 7/31/21	0.00	2,963.84	
000214	BABCOCK LABORATORIES, INC.	08/11/2021	Regular	0.00	3,681.00	63523
CG11405-2287	Invoice	08/11/2021	SAMPLING	0.00	294.00	
CG11426-2287	Invoice	08/11/2021	SAMPLING	0.00	220.00	
CG11444-2287	Invoice	08/11/2021	SAMPLING	0.00	168.00	
CG12278-2287	Invoice	08/11/2021	SAMPLING	0.00	252.00	
CG12378-2287	Invoice	08/11/2021	HDMC WWTP - SAMPLING	0.00	227.85	
CH10181-2287	Invoice	08/11/2021	SAMPLING	0.00	102.00	
CH10350-2287	Invoice	08/11/2021	SAMPLING	0.00	1,472.00	
CH10554-2287	Invoice	08/11/2021	HDMC WWTP - SAMPLING	0.00	615.30	
CH10559-2287	Invoice	08/11/2021	HDMC WWTP - SAMPLING	0.00	227.85	
CH10789-2287	Invoice	08/11/2021	SAMPLING	0.00	102.00	
000214	BABCOCK LABORATORIES, INC.	08/25/2021	Regular	0.00	674.45	63566
CH11018-2287	Invoice	08/25/2021	HDMC WWTP - SAMPLING	0.00	327.60	
CH11427-2287	Invoice	08/25/2021	SAMPLING	0.00	119.00	
CH11834-2287	Invoice	08/25/2021	HDMC WWTP - SAMPLING	0.00	227.85	
013968	BLU SEQUOIA MODERN INC	08/26/2021	Regular	0.00	115.41	63597
BS082521	Invoice	06/30/2021	METER UPGRADE RECONCILIATION REFUND	0.00	115.41	
013973	BLU SEQUOIA MODERN INC	08/26/2021	Regular	0.00	74.80	63598
BS082521	Invoice	06/30/2021	METER UPGRADE RECONCILIATION REFUND	0.00	74.80	

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Date Range: 08/01/2021 - 08/31/2021

Vendor Number Payable #	Vendor DBA Name Payable Type	Payment Date Payable Date	Payment Type Payable Description	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
013949 BT082521	BROOKS TOWNSEND Invoice	08/26/2021 06/30/2021	Regular METER UPGRADE RECONCILIATION REFUND	0.00 0.00	74.80 74.80	63599
004110 BW0821 BW0821B	BURRTEC WASTE & RECYCLING SVCS Invoice Invoice	08/11/2021 08/11/2021	Manual TRASH & RECYCLING (OFFICE) - AUG 21 TRASH REMOVAL (SHOP) - AUG 21	0.00 0.00	459.85 162.03 297.82	901783
001517 PPE 7-2-21	CalPERS Invoice	08/02/2021	Manual PAY PERIOD ENDING 7/2/21	0.00	12,365.13 12,365.13	901774
001517 PPE 7-16-21	CalPERS Invoice	08/04/2021	Manual PAY PERIOD ENDING 7/16/21	0.00	12,468.03 12,468.03	901777
001517 100000016512504	CalPERS Invoice	08/11/2021	Manual GASB-68 REPORTS & SCHEDULES	0.00	700.00 700.00	901785
001517 PPE 7-30-21	CalPERS Invoice	08/23/2021	Manual PAY PERIOD ENDING 7/30/21	0.00	12,507.60 12,507.60	901787
001517 PPE 8-13-21	CalPERS Invoice	08/25/2021	Manual PAY PERIOD ENDING 8/13/21	0.00	12,495.75 12,495.75	901790
001555 210802252101	CENTRATTEL LLC Invoice	08/11/2021	Regular DISPATCH SERVICES - JUL 21	0.00	553.35 553.35	63524
013868 CNB080121	CITY NATIONAL BANK Invoice	08/25/2021	Regular PIPELINE REPLACEMENT LOAN - CIRP	0.00	267,890.90 267,890.90	63567
000237 3990561-0705083	COLONIAL LIFE & ACCIDENT INSURANCE CO, INC. Invoice	08/04/2021 08/04/2021	Manual EE LIFE INSURANCE - JUL 21	0.00	1,612.18 1,612.18	901775
013373 P204017 P235910 P245460 P260146 P260267 P337465	CORE & MAIN LP Invoice Invoice Invoice Invoice Invoice Invoice	08/11/2021 08/11/2021 08/11/2021 08/11/2021 08/11/2021 08/11/2021	Regular METER REPAIR SUPPLIES PUMPING PLANT SUPPLIES SHOP BUILDING MAINTENANCE SUPPLIES INVENTORY & METER REPAIR SUPPLIES INVENTORY METER SERVICE REPAIR	0.00 0.00 0.00 0.00 0.00 0.00	12,431.12 144.39 120.38 3,807.12 3,378.51 2,753.86 2,226.86	63526
013373 P204091 P260230 P316860 P316870	CORE & MAIN LP Invoice Invoice Invoice Invoice	08/25/2021 08/25/2021 08/25/2021 08/25/2021	Regular MAINLINE/LEAK REPAIR SUPPLIES INVENTORY/MAINLINE LEAK REPAIR SUPPLI... INVENTORY/METER REPAIR SUPPLIES INVENTORY	0.00 0.00 0.00 0.00	16,925.14 666.35 8,130.42 4,905.96 3,222.41	63568
013961 DC082521	DAISY CENIZA Invoice	08/26/2021 06/30/2021	Regular METER UPGRADE RECONCILIATION REFUND	0.00	74.80 74.80	63600
013967 DS082521	DAVID P SUZUKI Invoice	08/26/2021 06/30/2021	Regular METER UPGRADE RECONCILIATION REFUND	0.00	74.80 74.80	63601
013935 0003373364	DIAMOND ENVIRONMENTAL SERVICES, LP. Invoice	08/25/2021 08/25/2021	Regular PORTABLE TOILET RENTAL: WELL 14 4-LOG	0.00	84.66 84.66	63569
013928 52147	DIRTY BOYS DESIGNZ Invoice	08/25/2021 08/25/2021	Regular UNIFORMS	0.00	1,771.55 1,771.55	63572
002565 202105825	DUDEK AND ASSOCIATES, INC Invoice	08/25/2021 08/25/2021	Regular ENG SERV: HDMC WASTE WATER PLANT TH...	0.00	11,277.49 11,277.49	63570
011205 INV192488	E.H. WACHS COMPANY Invoice	08/11/2021	Regular WACHS VALVE TURN MACHINE W/ POWER ...	0.00	83,993.83 83,993.83	63527
013954 ER082521	EMMANUEL RUGGIERO Invoice	08/26/2021 06/30/2021	Regular METER UPGRADE RECONCILIATION REFUND	0.00	115.41 115.41	63602

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Date Range: 08/01/2021 - 08/31/2021

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
VEN01466	FEDAK & BROWN LLP	08/11/2021	Regular	0.00	1,790.00	63528
FB072321	Invoice	08/11/2021	FINANCIAL AUDIT 20/21 - JULY 21	0.00	1,790.00	
003025	FEDEX	08/11/2021	Manual	0.00	42.46	901782
7-452-07700	Invoice	08/11/2021	SHIPPING	0.00	42.46	
000156	FORSHOCK	08/11/2021	Regular	0.00	243.00	63537
2100084	Invoice	08/11/2021	MONTHLY SCADA MONITORING - AUG 21	0.00	38.00	
2100085	Invoice	08/11/2021	MONTHLY SCADA MONITORING - AUG 21	0.00	205.00	
013222	FRONTIER COMMUNICATIONS INC.	08/11/2021	Manual	0.00	206.07	901781
FC0821	Invoice	08/11/2021	HDMC WWTP - TELEPHONE	0.00	206.07	
013951	GONZALEZ SALAZAR	08/26/2021	Regular	0.00	74.80	63603
GS082521	Invoice	06/30/2021	METER UPGRADE RECONCILIATION REFUND	0.00	74.80	
004018	HACH COMPANY	08/11/2021	Regular	0.00	603.69	63529
12571094	Invoice	08/11/2021	PUMP PLANT SUPPLIES	0.00	603.69	
013802	HASA, INC.	08/11/2021	Regular	0.00	455.98	63530
765957	Invoice	08/11/2021	WATER TREATMENT EXPENSE	0.00	455.98	
004195	HOME DEPOT CREDIT SERVICES	08/25/2021	Manual	0.00	4,924.81	901789
HD0721	Invoice	08/25/2021	WELL 14 4-LOG/SMALL TOOLS/CIRP SUPPLIE...	0.00	4,924.81	
000025	ICMA RC	08/31/2021	Manual	0.00	4,440.00	901797
ICMARC0821	Invoice	08/31/2021	457 REMITTANCE - AUG 21	0.00	4,440.00	
013365	IMAGE SOURCE	08/11/2021	Regular	0.00	191.63	63525
25AR1307843	Invoice	08/11/2021	OFFICE EXPENSE 6/30/21 - 7/29/21	0.00	153.01	
25AR1310810	Invoice	08/11/2021	SHOP EXPENSE 7/01/21 - 7/31/21	0.00	38.62	
013797	INFOSEND, INC.	08/25/2021	Regular	0.00	3,802.31	63571
195604	Invoice	08/25/2021	PRINT & MAIL WATER BILL - JUL 21	0.00	3,014.01	
196519	Invoice	08/25/2021	PUBLIC INFO INSERT: RENT RELIEF	0.00	788.30	
013964	JACOB L WIDGEON	08/26/2021	Regular	0.00	74.80	63604
JW082521	Invoice	06/30/2021	METER UPGRADE RECONCILIATION REFUND	0.00	74.80	
013970	JAMES WIESER	08/26/2021	Regular	0.00	74.80	63605
JW082521	Invoice	06/30/2021	METER UPGRADE RECONCILIATION REFUND	0.00	74.80	
013965	JASON Y MILLER	08/26/2021	Regular	0.00	115.41	63606
JM082521	Invoice	06/30/2021	METER UPGRADE RECONCILIATION REFUND	0.00	115.41	
013974	JOSHUA TREE BREWERY	08/30/2021	Regular	0.00	432.91	63625
JTB082921	Invoice	06/30/2021	PLAN CHECK DEPOST REFUND	0.00	432.91	
013969	KAIS OMAR	08/26/2021	Regular	0.00	115.41	63607
KO082521	Invoice	06/30/2021	METER UPGRADE RECONCILIATION REFUND	0.00	115.41	
009054	KATHLEEN J. RADNICH	08/11/2021	Regular	0.00	1,407.00	63532
21-0801-1	Invoice	08/11/2021	PUBLIC RELATIONS SERVICES	0.00	630.00	
21-0808-1	Invoice	08/11/2021	PUBLIC RELATIONS SERVICES	0.00	777.00	
009054	KATHLEEN J. RADNICH	08/25/2021	Regular	0.00	1,638.00	63573
21-0815-1	Invoice	08/25/2021	PUBLIC RELATIONS SERVICES	0.00	882.00	
21-0822-1	Invoice	08/25/2021	PUBLIC RELATIONS SERVICES	0.00	756.00	
013947	KRISTINA BLUEFIELD	08/26/2021	Regular	0.00	74.80	63608
KB082521	Invoice	06/30/2021	METER UPGRADE RECONCILIATION REFUND	0.00	74.80	
013960	KYLE A ROSE	08/26/2021	Regular	0.00	115.41	63609
KR082521	Invoice	06/30/2021	METER UPGRADE RECONCILIATION REFUND	0.00	115.41	

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Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
013946	LESLIE K SATTERFIELD	08/26/2021	Regular	0.00	74.80	63610
LS082521	Invoice	06/30/2021	METER UPGRADE RECONCILIATION REFUND	0.00	74.80	
013920	LF STAFFING SERVICES INC DBA LABOR FINDERS	08/11/2021	Regular	0.00	5,883.80	63533
37-49-10701	Invoice	08/11/2021	TEMPORARY LABOR	0.00	725.40	
37-49-10723	Invoice	08/11/2021	TEMPORARY LABOR	0.00	2,579.20	
37-49-10801	Invoice	08/11/2021	TEMPORARY LABOR	0.00	2,579.20	
013920	LF STAFFING SERVICES INC DBA LABOR FINDERS	08/25/2021	Regular	0.00	5,158.40	63574
37-49-10832	Invoice	08/25/2021	TEMPORARY LABOR	0.00	2,579.20	
37-49-10865	Invoice	08/25/2021	TEMPORARY LABOR	0.00	2,579.20	
000205	LORI G. HERBEL	08/11/2021	Regular	0.00	455.00	63534
SEPT-NOV 21	Invoice	08/11/2021	PUBLIC INFO/FARMER'S MARKET	0.00	455.00	
013972	LUKE B RAIMONDO	08/26/2021	Regular	0.00	74.80	63611
LR082521	Invoice	06/30/2021	METER UPGRADE RECONCILIATION REFUND	0.00	74.80	
013958	MARIA E PROSPERO	08/26/2021	Regular	0.00	115.41	63612
MP082521	Invoice	06/30/2021	METER UPGRADE RECONCILIATION REFUND	0.00	115.41	
006507	McMASTER-CARR SUPPLY COMPANY	08/11/2021	Regular	0.00	981.04	63535
62197546	Invoice	08/11/2021	WELL 14 4-LOG TREATMENT SUPPLIES	0.00	981.04	
006507	McMASTER-CARR SUPPLY COMPANY	08/25/2021	Regular	0.00	1,820.88	63576
62693725	Invoice	08/25/2021	WELL 14 4-LOG SUPPLIES/PUMPING PLANT/...	0.00	1,820.88	
013857	MICHAEL BAKER INTERNATIONAL, INC.	08/11/2021	Regular	0.00	31,290.00	63536
1114089	Invoice	06/30/2021	TILFORD WATERMAIN SURVEY	0.00	31,290.00	
000233	NAPA AUTO PARTS	08/11/2021	Regular	0.00	443.79	63551
371475	Invoice	08/11/2021	VEHICLE MAINTENANCE: V43	0.00	40.81	
372452	Invoice	08/11/2021	WATER TRUCK MAINTENANCE: E2WT	0.00	4.46	
372773	Invoice	08/11/2021	TRACTOR MAINT: E41	0.00	72.49	
372774	Invoice	08/11/2021	SHOP EXPENSE	0.00	326.03	
000233	NAPA AUTO PARTS	08/25/2021	Regular	0.00	205.80	63590
372521	Credit Memo	08/25/2021	CREDIT: VEHICLE MAINTENANCE: V39 & V38	0.00	-78.30	
373233	Invoice	08/25/2021	VEHICLE MAINTENANCE: V35	0.00	195.93	
373420	Invoice	08/25/2021	VEHICLE MAINTENANCE: V34	0.00	24.12	
374047	Invoice	08/25/2021	DUMP/PIPE HAULER MAINT & 2019 DUMP T...	0.00	64.05	
013956	NEIL C RAUSCHENBERG	08/26/2021	Regular	0.00	115.41	63613
NR082521	Invoice	06/30/2021	METER UPGRADE RECONCILIATION REFUND	0.00	115.41	
013959	NEIL C RAUSCHENERGER	08/26/2021	Regular	0.00	115.41	63614
NC082521	Invoice	06/30/2021	METER UPGRADE RECONCILIATION REFUND	0.00	115.41	
013950	NEIL L NEVINS	08/26/2021	Regular	0.00	115.41	63615
NN082521	Invoice	06/30/2021	METER UPGRADE RECONCILIATION REFUND	0.00	115.41	
013352	NIELSEN FIRE AND ICE	08/25/2021	Regular	0.00	370.00	63580
16375	Invoice	08/25/2021	A/C MAINTENANCE - SHOP	0.00	105.00	
16624	Invoice	08/25/2021	A/C REPAIR - SHOP & OFFICE	0.00	265.00	
013808	NOBEL SYSTEMS, INC.	08/25/2021	Regular	0.00	48,000.00	63577
15168	Invoice	08/25/2021	GEOVIEWER ANNUAL SUBSCRIPTION- 9/1/21..	0.00	48,000.00	
000070	ONLINE INFORMATION SERVICES, INC.	08/11/2021	Regular	0.00	220.70	63538
1076771	Invoice	08/11/2021	ID VERIF. SERV. THRU 07/31/21	0.00	220.70	
013004	PAOLO FICARA	08/11/2021	Regular	0.00	500.00	63539
081	Invoice	08/11/2021	PARCEL RENTAL: 0606-321-31	0.00	500.00	

*Check Report JBWD

Date Range: 08/01/2021 - 08/31/2021

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
008137	PARKHOUSE TIRE INC	08/11/2021	Regular	0.00	955.80	63540
2030201014	Invoice	06/30/2021	VECHILE REPAIR: V42	0.00	810.04	
2030201978	Credit Memo	06/30/2021	VEHICLE REPAIR: V42	0.00	-810.04	
2030203858	Invoice	08/11/2021	VEHICLE MAINT: V35	0.00	955.80	
008137	PARKHOUSE TIRE INC	08/25/2021	Regular	0.00	477.90	63578
2030204010	Invoice	08/25/2021	VEHICLE MAINTENANCE: V41	0.00	477.90	
000248	PAYCHEX	08/20/2021	Manual	0.00	388.04	950001
349732	Invoice	08/20/2021	PAYROLL PROCESSING FEE	0.00	388.04	
VEN01533	PAYMENTUS GROUP INC.	08/20/2021	Manual	0.00	3,899.85	901791
INV-15-114712	Invoice	08/20/2021	CREDIT CARD PROCESSING FEE - JUL 21	0.00	3,899.85	
013944	PIONEERFEED & LIVESTOCK	08/11/2021	Regular	0.00	900.00	63531
210717	Invoice	08/11/2021	CRANE SERVICE - WELL 14 4-LOG TREATMENT	0.00	900.00	
013945	PIPER MAVIS	08/26/2021	Regular	0.00	115.41	63616
PM082521	Invoice	06/30/2021	METER UPGRADE RECONCILIATION REFUND	0.00	115.41	
VEN01300	POWER DESIGN INC.	08/11/2021	Regular	0.00	9,500.00	63541
36459FRT	Invoice	08/11/2021	WELL 14 4-LOG TREATMENT - FREIGHT CHA...	0.00	9,500.00	
008415	PRUDENTIAL OVERALL SUPPLY	08/11/2021	Regular	0.00	177.08	63542
23190597	Invoice	08/11/2021	SHOP EXPENSE	0.00	109.97	
23190598	Invoice	08/11/2021	SHOP EXPENSE	0.00	67.11	
008415	PRUDENTIAL OVERALL SUPPLY	08/25/2021	Regular	0.00	391.13	63579
23196737	Invoice	08/25/2021	SHOP EXPENSE	0.00	324.02	
23196738	Invoice	08/25/2021	SHOP EXPENSE	0.00	67.11	
008201	PURCHASE POWER	08/25/2021	Manual	0.00	1,513.50	901788
PB081221	Invoice	08/25/2021	POSTAGE REFILL FOR METER	0.00	1,513.50	
013953	RACHEL C NEIBERGER	08/26/2021	Regular	0.00	74.80	63618
RN082521	Invoice	06/30/2021	METER UPGRADE RECONCILIATION REFUND	0.00	74.80	
013955	RACHEL C NEIBERGER	08/26/2021	Regular	0.00	95.10	63617
RN082521	Invoice	06/30/2021	METER UPGRADE RECONCILIATION REFUND	0.00	95.10	
009065	RDO EQUIPMENT COMPANY	08/25/2021	Regular	0.00	2,534.21	63581
P6026245	Invoice	08/25/2021	MOTOR GRADER SUPPLIES: E6672	0.00	811.57	
P6065145	Invoice	08/25/2021	VACUUM MAINTENANCE: E82	0.00	249.05	
W2689945	Invoice	08/25/2021	TRACTOR MAINT: E71	0.00	1,473.59	
013952	RICHARD R STEWART	08/26/2021	Regular	0.00	74.80	63619
RS082521	Invoice	06/30/2021	METER UPGRADE RECONCILIATION REFUND	0.00	74.80	
013971	RICHARD T COMBS	08/26/2021	Regular	0.00	115.41	63620
RC082521	Invoice	06/30/2021	METER UPGRADE RECONCILIATION REFUND	0.00	115.41	
013963	RILEY J EBEL	08/26/2021	Regular	0.00	74.80	63621
REQ82521	Invoice	06/30/2021	METER UPGRADE RECONCILIATION REFUND	0.00	74.80	
013966	ROBERT JOSTEN	08/26/2021	Regular	0.00	74.80	63622
RJ082521	Invoice	06/30/2021	METER UPGRADE RECONCILIATION REFUND	0.00	74.80	
000091	SAN BERNARDINO COUNTY RECORDER	08/25/2021	Regular	0.00	80.00	63583
SB081721	Invoice	08/25/2021	RELEASE OF LIENS	0.00	80.00	
013831	SATMOD0 LLC	08/11/2021	Regular	0.00	151.86	63544
174986	Invoice	08/11/2021	EMERGENCY SATELLITE PHONES - AUG 21	0.00	151.86	
013820	SC FUELS	08/11/2021	Regular	0.00	3,567.90	63545
1926993-IN	Invoice	08/11/2021	FUEL FOR VEHICLES	0.00	3,567.90	

*Check Report JBWD

Date Range: 08/01/2021 - 08/31/2021

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
013833	SERVICEMASTER 360 PREMIER CLEANING	08/11/2021	Regular	0.00	997.65	63546
J82298	Invoice	08/11/2021	JANITORIAL SERVICES - AUG 21	0.00	997.65	
009880	SOUTHERN CALIFORNIA EDISON CO	08/11/2021	Manual	0.00	5,125.10	901784
SCE0721	Invoice	08/11/2021	POWER TO BLDGS & GEN - JUL 21	0.00	5,125.10	
VEN01020	SOUTHWEST NETWORKS, INC.	08/11/2021	Regular	0.00	2,050.50	63547
21-7077	Invoice	08/11/2021	SUPPLEMENTAL IT SERVICES (AMC) - THRU 7...	0.00	1,312.50	
21-80175C	Invoice	08/11/2021	OFFICE 365 MONTHLY MAINT - SEPT 21	0.00	738.00	
VEN01020	SOUTHWEST NETWORKS, INC.	08/25/2021	Regular	0.00	90.00	63584
21-80395C	Invoice	08/25/2021	1 YEAR CYBER SECURITY EMPLOYEE TRAINI...	0.00	80.00	
21-80445C	Invoice	08/25/2021	1 YEAR CYBER SECURITY EMPLOYEE TRAINI...	0.00	10.00	
009920	STANDARD INSURANCE CO	08/25/2021	Regular	0.00	1,403.43	63585
ST0921	Invoice	08/25/2021	EE LIFE INSURANCE - SEPT 21	0.00	1,403.43	
009980	SWRCB FEES	08/11/2021	Regular	0.00	50.00	63548
SWRCB-080521	Invoice	08/11/2021	GRADE T1 EXAM	0.00	50.00	
000510	TIME WARNER CABLE	08/04/2021	Manual	0.00	358.96	901776
0008970072221	Invoice	08/04/2021	SCADA INTERNET - AUG 21	0.00	358.96	
013196	TPX COMMUNICATIONS	08/11/2021	Manual	0.00	640.85	901779
145813364-0	Invoice	08/11/2021	TELEPHONE (OFFICE) - AUG 21	0.00	640.85	
013923	U.S. BANK CORPORATE	08/02/2021	Manual	0.00	6,493.18	901768
US0721	Invoice	08/02/2021	OFFICE EQUIP MAINT/TELEPHONE & INTERN...	0.00	6,493.18	
013923	U.S. BANK CORPORATE	08/16/2021	Manual	0.00	10,522.35	901792
US0821	Invoice	09/08/2021	COMPUTER EQUIPMENT/MAINLINE & LEAK ...	0.00	10,522.35	
013927	U.S. BANK CORPORATE	08/02/2021	Manual	0.00	22,900.05	901771
US0721	Invoice	08/02/2021	COMPUTER EQUIP/FUEL-VEHICLE/VEHICLE ...	0.00	22,900.05	
013927	U.S. BANK CORPORATE	08/16/2021	Manual	0.00	10,350.11	901794
US0821	Invoice	08/16/2021	COMPUTER EQUIPMENT/FUEL- VEHICLES/S...	0.00	10,350.11	
013924	U.S. BANK CORPORATE	08/16/2021	Manual	0.00	239.98	901793
US0821	Invoice	08/16/2021	TRELLO SUBSCRIPTION	0.00	239.98	
013925	U.S. BANK CORPORATE	08/02/2021	Manual	0.00	1,340.34	901769
US0721	Invoice	08/02/2021	GOTSAFETY ANNUAL SUBSCRIPTION /EMPL...	0.00	1,340.34	
013925	U.S. BANK CORPORATE	08/16/2021	Manual	0.00	179.88	901796
US0821	Invoice	08/16/2021	ADOBE SUBSCRIPTION	0.00	179.88	
013926	U.S. BANK CORPORATE	08/02/2021	Manual	0.00	1,122.50	901767
US0721	Invoice	08/02/2021	WELL 14 4-LOG SUPPLIES/TILFORD/BUSINESS..	0.00	1,122.50	
013926	U.S. BANK CORPORATE	08/16/2021	Manual	0.00	6,877.02	901795
US0821	Invoice	08/16/2021	PUMPING PLANT/WELL 14 4-LOG/BUSINESS ...	0.00	6,877.02	
010850	UNDERGROUND SERVICE ALERT	08/11/2021	Regular	0.00	150.25	63549
720210354	Invoice	08/11/2021	TICKET DELIVERY SERVICE - JUL 21	0.00	150.25	
013962	VINCENT MURPHY	08/26/2021	Regular	0.00	74.80	63623
VM082521	Invoice	06/30/2021	METER UPGRADE RECONCILIATION REFUND	0.00	74.80	
000327	WATER QUALITY SPECIALISTS	08/11/2021	Regular	0.00	6,143.47	63550
7346	Invoice	06/30/2021	HDMC WWTP: EMERGENCY RESPONSE	0.00	6,143.47	
013957	WEISS OMAR	08/26/2021	Regular	0.00	230.82	63624
WQ082521	Invoice	06/30/2021	METER UPGRADE RECONCILIATION REFUND	0.00	115.41	
WQ082521-2	Invoice	06/30/2021	METER UPGRADE RECONCILIATION REFUND	0.00	115.41	

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Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
013809	WEST COAST CIVIL, INC.	08/25/2021	Regular	0.00	4,235.00	63586
2107-207	Invoice	08/25/2021	ENG: D-1-1 BOOSTER STATION DESIGN	0.00	4,235.00	
011615	WESTERN EXTERMINATOR CO.	08/25/2021	Regular	0.00	34.00	63587
8666915	Invoice	08/25/2021	PEST CONTROL SERVICES - SHOP	0.00	34.00	
000009	WESTERN PUMP, INC.	08/25/2021	Regular	0.00	1,376.65	63588
W34132	Invoice	08/25/2021	ANNUAL AQMD 461 TEST: VAPOR RECOVERY	0.00	1,376.65	
013888	WIENHOFF DRUG TESTING	08/25/2021	Regular	0.00	20.00	63589
99751	Invoice	08/25/2021	DOT COLLECTION MONTHLY FEE - JUL 21	0.00	20.00	
013359	XEROX FINANCIAL SERVICES	08/11/2021	Manual	0.00	640.54	901780
2739003	Invoice	08/11/2021	SHOP EXPENSE 7/27/21 - 8/26/21	0.00	225.12	
2757316	Invoice	08/11/2021	OFFICE EXPENSE 7/30/21 - 8/29/21	0.00	415.42	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	138	87	0.00	595,887.39
Manual Checks	30	28	0.00	137,385.98
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	168	115	0.00	733,273.37

Check Report

Date Range: 08/01/2021 - 08/31/2021

Vendor Number Payable #	Vendor DBA Name Payable Type	Post Date	Payment Date Payable Description	Payment Type	Discount Amount	Payment Amount	Number
					Discount Amount	Payable Amount	
Bank Code: PR-Payroll Account							
000248 <u>349560</u>	PAYCHEX Invoice	08/06/2021	08/06/2021 PAYROLL PROCESSING FEE	Manual	0.00 0.00	392.55 392.55	950000
000248 <u>1553078</u>	PAYCHEX Invoice	08/20/2021	08/20/2021 TIME & LABOR ONLINE USAGE FEE	Manual	0.00 0.00	153.90 153.90	950002

Bank Code PR Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	2	2	0.00	546.45
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	2	2	0.00	546.45

**JOSHUA BASIN WATER DISTRICT
UTILITY REFUND REGISTER**

<u>Account Number</u>	<u>Name</u>	<u>Date</u>	<u>Type</u>	<u>Amount</u>
03-00493-000	CALABRIA, DONALD J	8/11/2021	Refund	791.84 Check #: 63552
04-00025-020	HMVJT LP	8/11/2021	Refund	150.64 Check #: 63553
05-00027-010	DAMPER, DEWONE	8/11/2021	Refund	12.88 Check #: 63554
10-00522-000	RAUSCHENBERG, NEIL C	8/11/2021	Refund	346.47 Check #: 63555
11-00088-014	MEELER, KRISTY	8/11/2021	Refund	136.59 Check #: 63556
11-00207-004	MORRIS, CAROLYN M	8/11/2021	Refund	134.13 Check #: 63557
12-00356-012	FALIP, NOLWEEN	8/11/2021	Refund	165.52 Check #: 63558
14-00180-018	ELIDRISSI, YASMINE B	8/11/2021	Refund	137.81 Check #: 63559
53-00037-015	PETROFF, MAUREEN	8/11/2021	Refund	0.04 Check #: 63560
63-00123-000	PINS, MICHAEL	8/11/2021	Refund	1.26 Check #: 63561
10-00521-000	RAUSCHENBERG, NEIL C	8/25/2021	Refund	448.96 Check #: 63591
13-00212-016	COHN, MARA M	8/25/2021	Refund	149.07 Check #: 63592
13-00353-011	MCLIN, LORI	8/25/2021	Refund	49.43 Check #: 63593
13-00365-007	HAMMOND, WILLIAM GREGORY	8/25/2021	Refund	111.20 Check #: 63594
55-00174-017	PHILLIPS, JAMES A	8/25/2021	Refund	38.03 Check #: 63595
06-00058-003	SMIT, SAVANNAH ROSE	8/25/2021	Refund	158.40 Check #: 63596
06-00058-003	SMIT, SAVANNAH ROSE	8/25/2021	Reverse Refund Check Adjustment	-158.40 VOID REFUND CHECK
				<u>2,673.87</u>

JOSHUA BASIN WATER
 DISTRICT
 PO BOX 675
 JOSHUA TREE, CA 92252

DIRECTOR PAY
 07/17/2021 - 08/13/2021

<u>Employee Number</u>	<u>Employee Name</u>	<u>Date</u>	<u>Type</u>	<u>Units</u>	<u>Additions</u>	<u>Deductions</u>
10513	Doolittle, Stacy	07/21/2021	Director Pay Note: BOARD OF DIRECTORS MEETING 1/DIR/504/	1.0000	\$173.63	
		07/22/2021	Director Pay Note: MWA BOARD OF DIRECTORS MEETING 1/DIR/504/	1.0000	\$173.63	
		08/04/2021	Director Pay Note: BOARD OF DIRECTORS MEETING 1/DIR/504/	1.0000	\$173.63	
		08/05/2021	Director Pay Note: MWA TECHNICAL ADVISORY COMMITTEE 1/DIR/504/	1.0000	\$173.63	
		08/11/2021	Director Pay Note: VISIT WELL 14 IN PLACE OF WRO COMMITTEE MEETING 1/DIR/504/	1.0000	\$173.63	
		08/13/2021	Director Pay Note: SAN BERNARDINO WATER CONFERENCE 1/DIR/504/	1.0000	\$173.63	
Totals:					\$1,041.78	\$0.00
Employee Total:					\$1,041.78	

<u>Employee Number</u>	<u>Employee Name</u>	<u>Date</u>	<u>Type</u>	<u>Units</u>	<u>Additions</u>	<u>Deductions</u>
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DIRECTOR PAY
07/17/2021 - 08/13/2021

<u>Employee Number</u>	<u>Employee Name</u>	<u>Date</u>	<u>Type</u>	<u>Units</u>	<u>Additions</u>	<u>Deductions</u>
10511	Floen, Thomas	07/21/2021	Director Pay Note: LAFCO 1/DIR/504/	0.0000		
		07/21/2021	Director Pay Note: BOARD OF DIRECTORS MEETING 1/DIR/504/	1.0000	\$173.63	
		08/04/2021	Director Pay Note: BOARD OF DIRECTORS MEETING 1/DIR/504/	1.0000	\$173.63	
		08/11/2021	Director Pay Note: FINANCE COMMITTEE 1/DIR/504/	1.0000	\$173.63	
Totals:					\$520.89	\$0.00
Employee Total:					\$520.89	

<u>Employee Number</u>	<u>Employee Name</u>	<u>Date</u>	<u>Type</u>	<u>Units</u>	<u>Additions</u>	<u>Deductions</u>
10512	Jarlsberg, Jane	07/21/2021	Director Pay Note: BOARD OF DIRECTORS MEETING 1/DIR/504/	1.0000	\$173.63	
		08/04/2021	Director Pay Note: LEGISLATIVE & PUBLIC INFO COMMITTEE AND BOARD OF DIRECTORS MEETING 1/DIR/504/	1.0000	\$173.63	
		08/13/2021	Director Pay Note: SAN BERNARDINO COUNTY WATER CONFERENCE 1/DIR/504/	1.0000	\$173.63	
		08/13/2021	Mileage / Vehicle Exp Note: SAN BERNARDINO COUNTY WATER CONFERENCE 1/DIR/504/		\$103.60	
Totals:					\$624.49	\$0.00
Employee Total:					\$624.49	

<u>Employee Number</u>	<u>Employee Name</u>	<u>Date</u>	<u>Type</u>	<u>Units</u>	<u>Additions</u>	<u>Deductions</u>
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DIRECTOR PAY
07/17/2021 - 08/13/2021

<u>Employee Number</u>	<u>Employee Name</u>	<u>Date</u>	<u>Type</u>	<u>Units</u>	<u>Additions</u>	<u>Deductions</u>
10505	Reynolds, Michael	07/21/2021	Director Pay Note: BOARD OF DIRECTORS MEETING 1/DIR/504/	1.0000	\$173.63	
		08/04/2021	Director Pay Note: BOARD OF DIRECTORS MEETING 1/DIR/504/	1.0000	\$173.63	
		08/11/2021	Director Pay Note: WRO COMMITTEE MEETING 1/DIR/504/	0.0000		
Totals:					\$347.26	\$0.00
Employee Total:					\$347.26	

<u>Employee Number</u>	<u>Employee Name</u>	<u>Date</u>	<u>Type</u>	<u>Units</u>	<u>Additions</u>	<u>Deductions</u>
10509	Unger, Rebecca	07/21/2021	Director Pay Note: BOARD OF DIRECTORS MEETING 1/DIR/504/	1.0000	\$173.63	
		08/04/2021	Director Pay Note: LEGISLATIVE & PUBLIC INFO COMMITTEE AND BOARD OF DIRECTORS MEETING 1/DIR/504/	1.0000	\$173.63	
		08/11/2021	Director Pay Note: FINANCE COMMITTEE 1/DIR/504/	1.0000	\$173.63	
		08/12/2021	Director Pay Note: MVA BOARD OF DIRECTORS 1/DIR/504/	1.0000	\$173.63	
		08/13/2021	Director Pay Note: SAN BERNARDINO COUNTY WATER CONFERENCE 1/DIR/504/	1.0000	\$173.63	
Totals:					\$868.15	\$0.00
Employee Total:					\$868.15	

Pay Adjustment Summary

<u>Type</u>	<u>Units</u>	<u>Additions</u>	<u>Deductions</u>
Director Pay	19.0000	\$3,298.97	
Mileage / Vehicle Exp		\$103.60	

Grand Totals:	\$3,402.57	\$0.00
Grand Total:	\$3,402.57	

JOSHUA BASIN WATER DISTRICT
BOARD OF DIRECTORS MEETING MINUTES
WEDNESDAY, OCTOBER 6, 2021

CALL TO ORDER/PLEDGE OF ALLEGIANCE – President Unger called the meeting to order at 5:40 p.m. via teleconference.

DETERMINATION OF A QUORUM – President Unger asked for a rollcall and the following Directors were present; President Unger, Vice President Floen, Director Doolittle, Director Jarlsberg, and Director Reynolds are in attendance via teleconference.

STAFF PRESENT –Mark Ban, General Manager, Sarah Johnson, Director of Administration, Anne Roman, Director of Finance, and Jim Corbin, Director of Operations, are in attendance via teleconference.

CONSULTANTS PRESENT –Jeff Hoskinson, Legal Counsel

APPROVAL OF AGENDA – MSC¹ (Floen/Reynolds) 5/0/0 motion carried to approve the Agenda.

Ayes: Doolittle, Floen, Jarlsberg, Reynolds, and Unger
Noes: None
Absent: None
Abstain: None

PUBLIC COMMENT – None

RESOLUTION NO. 21-1035 – STATE OF EMERGENCY FINDINGS – President Unger asked for a synopsis for this subject matter in order for the Board to comment and ask questions. General Manager Ban stated that the revisions to the Brown Act, under the emergency ended in September. However, this will allow the District to continue to attend meetings remotely without having to recognize the normal posting procedures so long as the Board finds reason to have the emergency provisions extended. It will occur every 30 days; for the month of October with the first meeting being on October 6, 2021, the Board will continue to take the meeting remotely. For the October 20, 2021 the Board meeting will be an optional meeting for the Board to attend either virtually or in-person. Also, this will allow up to six (6) attendees from the public and for the first meeting on November 3, 2021 to get back to normal attendance and meetings at the District, or if the Board decides to have these meetings continue virtually with this Resolution allowing us to make small updates, if the need arises for the District to go back to virtual meetings. One of the main reasons for this is the size and limitation of our Board room and the number of people we can have in the Boardroom at this time.

Jeff Hoskinson, Legal Counsel informed the Board that this is now complying with the statutory provision that is bringing what the Executive Order that we have been following for the last year and a half. The Brown Act was updated in September, essentially the same thing as we have been doing but being allowed to as long as we make this finding.

Director Doolittle asked if this means that we would have hybrid meetings meaning in-person and also teleconference.

General Manager Ban responded that it would depend on what the Board's findings are and right now we are covered through the end of this month. At the October 20th meeting, if we don't find that there is reason to continue via teleconference for the month of November for the Board of Directors, then we would go back to the regular noticing procedures and attendance. However, if the Board wants to extend that, and finds reason to do so, then the Board could decide to have a hybrid or stay fully virtual. Some of the language within this Resolution would change depending upon what the Board's findings are.

Director Jarlsberg asked how the limit of up to six (6) attendees going to be publicized and clarified to the public and would there be a possibility of someone standing in the lobby?

Jeff Hoskinson, Legal Counsel replied that in terms of notice of the limitations, that is the reason for the blurb at the beginning of the Agenda that actually sets forth, before the Agenda begins, it lays out the circumstances, along with the default location being online.

RESOLUTION NO. 21-1035 - MSC¹ (Floen/Reynolds) 5/0/0 motion carried to adopt Resolution No. 21-1035.

Ayes: Doolittle, Floen, Jarlsberg, Reynolds, and Unger
Noes: None
Absent: None
Abstain: None

CONSENT CALENDAR - MSC¹ (Reynolds/Floen) 5/0/0 motion carried to approve the Consent Calendar.

Ayes: Doolittle, Floen, Jarlsberg, Reynolds, and Unger
Noes: None
Absent: None
Abstain: None

EMPLOYEE COMPENSATION PLAN – Director Sarah Johnson informed the Board that in June 2021, District negotiators and the American Federation of State, County & Municipal Employees (AFSCME) representatives began regular Memorandum of Understanding (MOU) negotiations. On August 19, 2021, before negotiations concluded, represented District employees voted to decertify AFSCME, which nullified all bargaining that had taken place along with the former MOU. Director Sarah Johnson then gave a quick overview of the new Employee Compensation Plan. A brief Q&A followed with the Board.

MSC¹ (Floen/Jarlsberg) 5/0/0 motion carried to approve the Employee Compensation Plan.

Ayes: Doolittle, Floen, Jarlsberg, Reynolds, and Unger
Noes: None
Absent: None
Abstain: None

GENERAL MANAGER REPORT (receive for information only) – General Manager Ban stated that he received an updated GIS population layer of 2020 to add it to our current districting. He gave an update on Well 14 and that he would be on the “Up Close Show” on Z107.7 on Friday, October 8th at 10:00 a.m.

- Director Jim Corbin gave a brief update on Well 14.

DIRECTOR MEETING REPORTS – President Unger and Director Jarlsberg gave a brief report on the meetings they attended.

FUTURE DIRECTOR MEETINGS – President Unger read off the list of the upcoming meetings.

ADJOURNMENT – MSC¹ (Floen/Doolittle) 5/0/0 motion carried adjourn the Board meeting of October 6, 2021 at 6:25 p.m.

Ayes: Doolittle, Floen, Jarlsberg, Reynolds, and Unger
Noes: None
Absent: None
Abstain: None

Respectfully Submitted,

Mark Ban, General Manager & Board Secretary

**JOSHUA BASIN WATER DISTRICT
MEETING AGENDA ITEM STAFF REPORT**

Regular Board of Directors Meeting

DATE: October 20, 2021

REPORT TO: Board of Directors

PREPARED BY: Sarah Johnson, Director of Administration

TOPIC: Statutory and Regulatory Requirement for Board Adopted Salary Schedule

RECOMMENDATION: Recommend that the Board of Directors adopt the October 6, 2021, District's Salary Schedule

ANALYSIS: As a public employer, we must comply with statutory and regulatory requirements that obligate us to provide Board adopted and publicly available pay schedule. Adoption of the District's salary schedule is an annual or as needed housekeeping item. Employers must keep their pay schedules up-to-date and verify that all employees' pay amounts are included within the salary schedule.

This update includes the COLA adjustment approved in the Employee Compensation as approved by the Board of Directors on October 6, 2021.

STRATEGIC PLAN ITEM: 2.11 – Continuously update administrative policies and procedures
2.9.1 - Continuously improve, maintain, and comply with Employee Life Cycle best practices

FISCAL IMPACT: N/A



SCHEDULE EFFECTIVE DATE : October 6, 2021

COLA 2021 : 6.50%

ADOPTED BY RESOLUTIONS 19-1010 and 19-1012

STEP 1

STEP 2

STEP 3

STEP 4

STEP 5

STEP 6

STEP 7

STEP 8

STEP 9

STEP 10

STEP 11

STEP 12

MIN

MAX

HOURLY

RANGE	POSITION	HOURLY												ANNUAL	
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	STEP 12	MIN	MAX
7	OFFICE ASSISTANT (PART-TIME)	\$18.74	\$19.21	\$19.69	\$20.18	\$20.69	\$21.21	\$21.74	\$22.28	\$22.84	\$23.41	\$23.99	\$24.59	\$38,986.05	\$51,153.08
11	LABORER	\$20.69	\$21.21	\$21.74	\$22.28	\$22.84	\$23.41	\$23.99	\$24.59	\$25.21	\$25.84	\$26.48	\$27.15	\$43,033.30	\$56,463.42
13	CUSTOMER SERVICE REPRESENTATIVE	\$21.74	\$22.28	\$22.84	\$23.41	\$23.99	\$24.59	\$25.21	\$25.84	\$26.48	\$27.15	\$27.82	\$28.52	\$45,211.87	\$59,321.89
15	ACCOUNTS RECEIVABLE TECHNICIAN PIPELAYER I (CIRP)	\$22.84	\$23.41	\$23.99	\$24.59	\$25.21	\$25.84	\$26.48	\$27.15	\$27.82	\$28.52	\$29.23	\$29.96	\$47,500.72	\$62,325.06
16	CONSTRUCTION & MAINTENANCE I	\$23.41	\$23.99	\$24.59	\$25.21	\$25.84	\$26.48	\$27.15	\$27.82	\$28.52	\$29.23	\$29.96	\$30.71	\$48,688.23	\$63,883.18
18	FIELD SERVICE TECHNICIAN WATER PRODUCTION OPERATOR I	\$24.59	\$25.21	\$25.84	\$26.48	\$27.15	\$27.82	\$28.52	\$29.23	\$29.96	\$30.71	\$31.48	\$32.27	\$51,153.08	\$67,117.27
19	ACCOUNTING TECHNICIAN LEAD CUSTOMER SERVICE REPRESENTATIVE	\$25.21	\$25.84	\$26.48	\$27.15	\$27.82	\$28.52	\$29.23	\$29.96	\$30.71	\$31.48	\$32.27	\$33.07	\$52,431.90	\$68,795.20
22	CONSTRUCTION & MAINTENANCE II PIPELAYER II	\$27.15	\$27.82	\$28.52	\$29.23	\$29.96	\$30.71	\$31.48	\$32.27	\$33.07	\$33.90	\$34.75	\$35.62	\$56,463.42	\$74,084.91
24	WATER PRODUCTION OPERATOR II	\$28.52	\$29.23	\$29.96	\$30.71	\$31.48	\$32.27	\$33.07	\$33.90	\$34.75	\$35.62	\$36.51	\$37.42	\$59,321.89	\$77,835.45
28	WATER QUALITY SPECIALIST	\$31.48	\$32.27	\$33.07	\$33.90	\$34.75	\$35.62	\$36.51	\$37.42	\$38.36	\$39.32	\$40.30	\$41.31	\$65,480.26	\$85,915.78
30	CUSTOMER & ADMINISTRATIVE SERVICES SUPERVISOR	\$33.07	\$33.90	\$34.75	\$35.62	\$36.51	\$37.42	\$38.36	\$39.32	\$40.30	\$41.31	\$42.34	\$43.40	\$68,795.20	\$90,265.26
33	ACCOUNTING SUPERVISOR	\$35.62	\$36.51	\$37.42	\$38.36	\$39.32	\$40.30	\$41.31	\$42.34	\$43.40	\$44.48	\$45.59	\$46.73	\$74,084.91	\$97,205.82
34	EXECUTIVE ASSISTANT	\$36.51	\$37.42	\$38.36	\$39.32	\$40.30	\$41.31	\$42.34	\$43.40	\$44.48	\$45.59	\$46.73	\$47.90	\$75,937.03	\$99,635.96
35	CIRP FOREMAN DISTRIBUTION FOREMAN PRODUCTION FOREMAN	\$37.42	\$38.36	\$39.32	\$40.30	\$41.31	\$42.34	\$43.40	\$44.48	\$45.59	\$46.73	\$47.90	\$49.10	\$77,835.45	\$102,126.86
40	WATER PRODUCTION SUPERVISOR	\$42.34	\$43.40	\$44.48	\$45.59	\$46.73	\$47.90	\$49.10	\$50.33	\$51.59	\$52.87	\$54.20	\$55.55	\$88,063.67	\$115,547.17
53	DIRECTOR OF ADMINISTRATION DIRECTOR OF FINANCE DIRECTOR OF OPERATIONS	\$58.36	\$59.82	\$61.32	\$62.85	\$64.42	\$66.03	\$67.68	\$69.38	\$71.11	\$72.89	\$74.71	\$76.58	\$121,396.75	\$159,283.05

**JOSHUA BASIN WATER DISTRICT
MEETING AGENDA ITEM STAFF REPORT**

Regular Board of Directors Meeting

DATE: October 20, 2021

REPORT TO: Board of Directors
PREPARED BY: Anne Roman, Director of Finance
TOPIC: **CA WATER AND WASTEWATER ARREARAGE
PAYMENT PROGRAM**

RECOMMENDATION: Recommend that the Board of Directors receive report, discuss, and adopt Resolution No. 21-1037.

ANALYSIS: The State Water Resources Control Board (SWRCB) has established the California Water and Wastewater Arrearage Payment Program, funded under SB129 and AB 148, to assist customers of community water systems that have accrued arrearages during the COVID crisis. The program will be used to forgive residential and commercial customer arrearages during the designated COVID-19 pandemic relief bill period (March 4, 2020 through June 15, 2021*).

If the JBWD elects to apply for and participate in this program, it will be required to follow all guidelines set forth by the State, including forgiving approximately \$34,000 in penalties accrued during the eligibility period. The program guidelines dictate the eligibility timeframe and criteria, require payment plan offerings (as per the Water Shutoff Protection Act – SB998), and restrict the District’s ability to shut off water. However, regardless of participation in this program, the District would be unable to shut off water during this period since the water shut off protections have been extended to 12/31/21 under SB155.

The District has made some preliminary calculations which indicate that the District may apply for approximately \$180,000 in assistance for its customers. Further discussion with the SWRCB has also yielded information indicating that a particular customer status previously excluded from calculations may be eligible and will be considered by the State. The balance for that status, customers with liens, amounts to an additional \$50,000, approximately. Final calculations were still being performed at the time of this writing.

As with most such programs, administrative costs will be incurred, in the way of labor and materials. In that regard, the program will reimburse up to 3% of the approved assistance amount for administrative purposes.

Staff recommends that the District apply for and participate in this program despite the cost and effort involved. Although the District will forfeit penalty revenues, it is anticipated that a portion of bad debt expense will also be averted. It is in the best interest of the benefitting individual customers and the ratepayers as a whole since unpaid bills become bad debt expense, a burden to all ratepayers.

The attached resolution number 21-1037, submitted for adoption by the Board, would provide the necessary authorization for the District to apply for this program.

**Calculation of eligible arrearages includes consideration of several factors, including the billing service period, not the issue date of bills. Arrears that are less than 60 days past due at the time of calculation are not eligible and arrears that existed prior to the eligibility period are not eligible.*

STRATEGIC PLAN N/A

ITEM:

FISCAL IMPACT: Assistance for eligible customers in arrears in a preliminary amount of approximately \$180,000 plus approximately \$50,000 if liens are deemed eligible. 3% of eligible arrearages in administrative reimbursement. Approximately \$34,000 of revenue loss due to waived penalties, offset to some extent by expected averted bad debt expense.

RESOLUTION NO. 21-1037

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE JOSHUA BASIN WATER DISTRICT TO PARTICIPATE IN THE CALIFORNIA WATER AND WASTEWATER ARREARAGE PAYMENT PROGRAM

WHEREAS, the State Water Resources Control Board has established the California Water and Wastewater Arrearage Payment Program to provide funding to assist customers with water bill arrearages incurred from March 4, 2020 to June 15, 2021; and

WHEREAS, the Board of Directors of the District has elected to apply for and distribute said assistance to its customers within 60 days of receipt, according to methodology permissible under the State’s guidelines; and

WHEREAS, the Board of Directors of the District has instructed Staff to follow the State’s program guidelines including waiving penalties/late fees for the eligibility period, notifying customers, offering payment plans, and deferring water shut-offs as per the conditions of the program; and

NOW, THEREFORE, the Board of Directors of the Joshua Basin Water District grants authority to the General Manager as a signatory, to sign on behalf of the District, and to direct Staff in the application, participation, and execution of the California Water and Wastewater Arrearages Payment Program, effective the day following the date of adoption.

PASSED AND ADOPTED this 20th day of October, 2021 pursuant to the following votes:

AYES: _____
NOES: _____
ABSTAIN: _____
ABSENT: _____

By: _____
Rebecca Unger, President, Board of Directors

By: _____
Mark Ban, General Manager & Board Secretary

**JOSHUA BASIN WATER DISTRICT
MEETING AGENDA ITEM STAFF REPORT**

Regular Meeting of the Board of Directors

DATE: October 20, 2021

REPORT TO: Board of Directors
PREPARED BY: Mark Ban, General Manager
TOPIC: CALIFORNIA VOTING RIGHTS ACT
RECOMMENDATION: Recommend that the Board of Directors receive a presentation, for information only, on District-based elections and the 2020 Census.

ANALYSIS: Since the formation of the District in the 1960's, board members were elected to office using an "at-large" election method. Candidates could reside within any part of the District's boundaries and the electorate included all voting customers of the District. In 2019, like many other district's across California, the District received a letter of intent to bring forth a lawsuit against the District that demanded compliance with districting components of the California Voting Rights Act (CVRA), the District hired Rutan and Tucker, an experienced CVRA law firm, to assist with determining the best path forward.

At the regular meeting of the Board of Directors on February 6, 2019, the Directors adopted Resolution No. 19-994 that initiated the process of establishing a district-based election system. After a lengthy process that included the development of districting maps using local demographics, the Board adopted Ordinance No. 19-10 which provided the requirements for future district-based elections and established Map No. 103 as the official boundary exhibit of the new voting districts. With the completion of the 2020 Census and its results now available for analysis, the Board of Directors must determine whether changes to the district-based election boundaries require changes to be made.

Due to the amount of information that needs to be covered as part of this effort, staff will provide all boundary information and census data within its presentation to walk the Board and members of the public through its findings. Extensive preparation for this item is not required as the presentation will serve as an introduction to a future meeting in November that will include requested exhibits and information. All maps and figures will be provided electronically during the meeting.